

Staff Summary Report



Council Meeting Date: 2/02/2012

Agenda Item Number: 5B4

SUBJECT: Request approval of a one-year contract renewal with H & E Equipment Services for the purchase of regenerative type street sweepers for use by the Public Works Department.

DOCUMENT NAME: 20120202fsta04 PURCHASES (1004-01)

COMMENTS: Total cost of this contract will not exceed \$219,500 during the one-year contract renewal period.

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REVIEWED BY: Jerry Hart, CPA, Deputy Finance & Technology Director - Finance, 480-350-8505
Michael Greene, CPM, Central Services Administrator, 480-350-8516
Don Bessler, Public Works Director, 480-350-8205
Shelly Seyler, Interim Deputy Public Works Director-Transportation, 480-350-8854

LEGAL REVIEW BY: Dave Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Ken Jones, Finance & Technology Director, 480-350-8504

FISCAL NOTE: (T11-144-01) A Maricopa Association of Governments CMAQ (Congestion Mitigation Air Quality) grant will cover up to \$203,976 of the purchase cost. The exact funding cannot be determined by MAG until an invoice is submitted to them for reimbursement. The remainder of the cost will be paid out of the Highway User Revenue Fund – Cost Center 3813.

RECOMMENDATION: Approve the renewal.

ADDITIONAL INFO: City Council originally approved the award of a contract on April 7, 2011 for an initial one-year period with four one-year renewal options. This renewal request is for the first of four available renewal options. The contract is utilized for the purchase of regenerative street sweepers used by the Transportation Division of Public Works.

This sweeper will replace an existing unit that will be sold at auction.

Contractor Performance

The performance of H & E Equipment was rated by the Public Works Department on the following criteria:

- Personnel are responsive, cooperative and available
- Overall quality of products or services delivered
- Timeliness of performance
- Quality of follow-up in resolving complaints or problems
- Firm's promptness in submitting accurate invoices

In all categories, H & E Equipment received scores indicating they are meeting or exceeding standards established by the contract.

Cost

There is no cost increase associated with this renewal request.

Recommendation

It is recommended that the contract be renewed.